



Michael R. Pence, Governor  
State of Indiana

***Division of Mental Health and Addiction***  
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April 28, 2015

**TO:** All Tobi (CRM) Database Users, including Wraparound Facilitators, Wraparound Facilitation Supervisors, Designated Access Site Users, and any other user.

**REGARDING:** Tobi User Agreement

All **current** users of the CRM Database known as Tobi are required to initial and sign the **Password Protection Procedures for CMHW Services CRM (Tobi) Access User Agreement** prior to May 31, 2015.

All **new** Users requesting access to the database must initial and sign the user agreement **prior** to the release of a license. By initialing and signing, Users agree to adhere to the requirements contained in the document.

This user agreement may be found on the CMHW Provider information page at <http://www.in.gov/fssa/dmha/2764.htm>, or at [http://www.in.gov/fssa/dmha/files/FSSA\\_Privacy\\_And\\_Security\\_-\\_TOBI\\_Password\\_Protection.pdf](http://www.in.gov/fssa/dmha/files/FSSA_Privacy_And_Security_-_TOBI_Password_Protection.pdf).

Please send the document/s with original signature to:

Division of Mental Health and Addiction  
*Attn: Youth Services Team*  
402 W. Washington St., W353  
Indianapolis, IN 46204-2739

Please submit any questions to [DMHAYouthServices@fssa.in.gov](mailto:DMHAYouthServices@fssa.in.gov)

Thank you!

